



Great Lakes Water Authority

735 Randolph Street
Detroit, Michigan 48226
glwater.registar.com

Meeting Minutes - Draft

Board of Directors Workshop Meeting

Wednesday, December 13, 2023

1:00 PM

Water Board Building 5th Floor
and
Zoom

Join Zoom Meeting:
[https://glwater.zoom.us/j/89594290220?](https://glwater.zoom.us/j/89594290220?pwd=SjNXQVI4WGFyZnpDbzRKSVppTGRmdz09)
pwd=SjNXQVI4WGFyZnpDbzRKSVppTGRmdz09

Join By Telephone
Toll-Free:
877 853 5247; or
888 788 0099
Meeting ID: 895 9429 0220
Passcode: 269018

Water Board Building 5th Floor
(subject to available capacity)
and
Zoom Telephonic

1. Call to Order

Chairperson Hendrix called the meeting to order at 1:01 p.m.

2. Quorum Call

Present: 4 - Chairperson Freman Hendrix, Vice-Chairperson Brian Baker, Secretary Mark Miller, and Director Gary Brown

Excused: 2 - Director Jaye Quadrozzi, and Director John J. Zech

3. Consent Matters

William M. Wolfson, Chief Administrative and Compliance Officer/Interim General Counsel, stated that there were two Committee meetings today.

The Operations and Resources Committee met and has requested that New Business (Items for Discussion) 8. J. - M. be moved to 3. C. New Business (Items for Consent), which would then be items 3.C. ii. - v.

Mr. Wolfson further stated that the Legal Committee also met today and has requested to move New Business (Items for Discussion) 8. N. - S. to 3. C. New Business (Items for Consent), and if the Board is willing, they would then become items 3.C. vi. - xi.

There being no objections by the Board, the requested items were moved to 3. C. New Business (Items for Consent).

A. Approval of Minutes (Item for Consent)

- i. [2023-459](#) **November 16, 2023 Board of Directors Workshop Meeting Minutes (Draft)**

Sponsors: Rechanda Willis

Attachments: [Minutes - November 16, 2023 Board of Directors Workshop Meeting](#)

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

B. Communications (Items for Consent)

- i. [2023-458](#) **Receipt of Correspondence**

No Action Taken

- ii. [2023-432](#) **CEO's KPI Report**

Sponsors: Suzanne Coffey and William Wolfson

Indexes: Office of the Executive

Attachments: [EUM Key Metrics Dashboard 231108 FINAL \(002\).pptx](#)
[11-23 Red Yellow Green Report.xlsx](#)
[Reso 23-432- Explanation of CEO Red and Yellow Report.docx](#)

Motion By: Gary Brown
Support By: Brian Baker
Action: Received and Filed
The motion carried by a unanimous vote.

C. New Business (Items for Consent)

i. [2023-466](#) **Public Hearings on Proposed FY 2025 Schedule of Revenues and Charges and FY 2025 & FY 2026 Biennial Budget Request**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7C1 AC Memo FY 2025-26 Budget & Charges Hearing Request](#)
[7C3 Notice of Public Hearing for GLWA FY 2025](#)
[7C4 Notice of Public Hearing for GLWA Proposed Biennial Budget](#)

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

Note: Public Hearings on Proposed FY 2025 Schedule of Revenues and Charges and FY 2025 and FY 2026 Biennial Budget Request are scheduled for Wednesday, February 28, 2024, at 2:00 p.m.

ii. [2023-469](#) **Proposed Change Order No. 2
Contract No. 1902224
Design Build Contract for the CSO Structural Improvements
CIP # 260614 / BCE # 53.4**

Sponsors: Navid Mehram

Indexes: Wastewater Operations

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

iii. [2023-462](#) **Proposed Change Order No. 2
Contract No. 2004456
14 Mile Road Transmission Main Loop Phase II
CIP #122013 / BCE Score: 58.4**

Sponsors: Cheryl Porter

Indexes: Water Operations

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

- iv. [2023-463](#) **Proposed Amendment No. 4**
Contract No. 1802448
Engineering Services for the 14 Mile Transmission Main Loop
CIP #122013 / BCE Score: 58.4

Sponsors: Cheryl Porter

Indexes: Water Operations

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

- v. [2023-439](#) **Proposed Amendment No. 2**
Contract No. 2002946
Environmental Health and Safety Compliance Services
O & M

Sponsors: William Wolfson

Indexes: Administration & Compliance

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

- vi. [2023-452](#) **Amendment to Lease between GLWA and East Lake Baptist Church**
of 1001 Clairpointe and 12400 East Jefferson

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

- vii. [2023-464](#) **Request to Sell 67650 Van Dyke Road, Washington Township,**
Michigan 48095

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

viii. [2023-465](#) **Request to Approve Submission of Petition to Combine Parcels at the Leib CSO Facility**

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

ix. [2023-475](#) **Easement Agreement between GLWA and the Charter Township of Shelby, Property Owner of Shelby Township Parkland East Side of Dequindre Road, Shelby Township, Michigan 48317 (Part of Tax Parcel No. 23-07-19-100-013)**

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

x. [2023-477](#) **Permanent Easement with East Jefferson Development Corporation for the north 20' of the property located at 14701 East Jefferson Avenue, Detroit, MI 48215 (Tax Parcel No. 21000607)**

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

xi. [2023-478](#) **Purchase of Real Property by GLWA from Holmes Holding Group, LLC, located at 14727-29 East Jefferson, Detroit, MI 48215 (Tax Parcel No. 21-000608)**

Sponsors: William Wolfson

Indexes: General Counsel

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

4. Approval of Agenda

Chairperson Hendrix requested a Motion to Approve the Agenda as Amended.

Motion By: Mark Miller

Support By: Gary Brown

Action: Approved as Amended

The motion carried by a unanimous vote.

5. Approval of Consent Matters (Items 3A.i., 3B. i. - ii., and 3C. i. - xi.)

Chairperson Hendrix requested a Motion to Approve the Consent Matters.

A motion was made by Director Brown, seconded by Vice-Chairperson Baker, to approve the Consent Matters. The motion carried unanimously.

6. Public Comment

There were no public comments.

7. Old Business

None

8. New Business (Items for Discussion)

A. [2023-476](#) Update on GLWA's *Tap In* Campaign

Sponsors: Michelle Zdrodowski

Indexes: Public Affairs

Attachments: [TAP IN Presentation_Board Meeting_231213.pdf](#)

No Action Taken

B. [2023-467](#) Resolution to Approve the FY 2024 First Quarter Budget Amendments

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7B0 FY 2024 1st Quarter Budget Amendment Report](#)

[7B FY 2024 1st Quarter Budget Amendment Report](#)

[7B7 FY 2024 First Quarter Budget Amendment Resolution](#)

Motion By: Mark Miller

Support By: Brian Baker

Action: Postponed to January 24, 2024 Board of Directors Meeting

The motion carried by a unanimous vote.

C. [2023-472](#) **Approval of Audit and Related Draft Financial Reports Pertaining to the Fiscal Year Ended June 30, 2023**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7A 1 FY 2023 Annual Financial Audit Update Dec 8 2023](#)
[7A 1.6 GLWA FY 2023 Annual Financial Results - DRAFT](#)
[7A 1.7 One Pager Series FY 2023 Audit & Financial Results v2 option](#)
[7A 8 GLWA FY 2023 - ACFR - DRAFT 12.4.23](#)

Motion By: Brian Baker

Support By: Gary Brown

Action: Received and Filed; and

Authorize staff to proceed with the completion and filing of the annual audit reports prior to the due date with the state of Michigan

The motion carried by a unanimous vote.

D. [2023-438](#) **Discussion of Resolution 2017-214 Regarding Board Officers**

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Reso. 2017-214 Board rotation.docx](#)

Motion By: Gary Brown

Support By: Mark Miller

Action: Received and Filed

The motion carried by a unanimous vote.

E. [2023-433](#) **Review of Committee Assignments**

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214 RE Board Officers](#)
[2023 GLWA Board of Directors Committee Assignments.10.25.23](#)

No Action Taken

Note: There were no changes to committee assignments.

F. [2023-434](#) Election of Board Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214 RE Board Officers](#)

Director Brown made a Motion to nominate Brian Baker to serve as Chairperson of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2024.

Motion By: Gary Brown
Support By: Mark Miller
Action: Approved
The motion carried by a unanimous vote.

G. [2023-435](#) Election of Board Vice-Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214 RE Board Officers](#)

Director Brown made a Motion to nominate Mark Miller to serve as Vice-Chairperson of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2024.

Motion By: Gary Brown
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

H. [2023-436](#) Election of Board Secretary

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214 RE Board Officers](#)

Vice-Chairperson Baker made a Motion to nominate John J. Zech to serve as Secretary of the of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2024.

Motion By: Brian Baker
Support By: Mark Miller
Action: Approved
The motion carried by a unanimous vote.

I. [2023-437](#) **Update of Annual Conflict of Interest Disclosure**

Sponsors: William Wolfson and Nicolette Bateson

Indexes: Administration & Compliance; Finance

No Action Taken

The Board will also discuss such other matters.

9. Reports

None

10. Remarks

A. Chairperson's Remarks

There were no Chairperson's remarks.

B. Board Members' Remarks

There were no Board Members' remarks.

11. CEO's Report

A. [2023-479](#) **CEO Report - December 13, 2023**

Sponsors: Suzanne Coffey

Indexes: Office of the Executive

Attachments: [CEO Report - December 13, 2023 and Office of General Counsel Report](#)

Prior to presenting the CEO's Report, William M. Wolfson, Chief Administrative and Compliance Officer/Interim General Counsel, requested a Moment of Silence for Mr. Eric Miller, who was employed by GLWA as a Wastewater Engineering Inspector and came to GLWA from the City of Detroit.

Mr. Wolfson stated that Mr. Miller passed away on December 11, 2023, an innocent victim of a car chase that occurred within the City of Detroit.

**Motion By: Mark Miller
Support By: Gary Brown
Action: Received and Filed
The motion carried by a unanimous vote.**

12. Other Matters

There were no other matters.

13. Closed Session

- A. [2023-471](#) **Closed Session Request - Pending Litigation - DWSD v HIGHLAND PARK, WCCC No. 14-001974-CK; GLWA V HIGHLAND PARK, WCCC No. 20-011589-CB**

Sponsors: William Wolfson

Indexes: General Counsel

Chairperson Hendrix requested a Motion and Roll Call Vote to enter into Closed Session at 2:18 p.m.

Motion By: Brian Baker

Support By: Gary Brown

Action: Approved

The motion carried by the following vote:

Aye: 4 - Chairperson Hendrix, Vice-Chairperson Baker, Secretary Miller, and Director Brown

Excused: 2 - Director Quadrozzi, and Director Zech

Entered Closed Session at 2:19 p.m.

Returned from Closed Session at 2:39 p.m.

The only matter discussed was pending litigation - DWSD v Highland Park, WCCC No. 14-001974-CK; GLWA v Highland Park, WCCC No. 20-011589-CB.

14. Adjournment

Chairperson Hendrix requested a Motion to Adjourn.

Motion By: Brian Baker

Support By: Mark Miller

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 2:39 p.m.